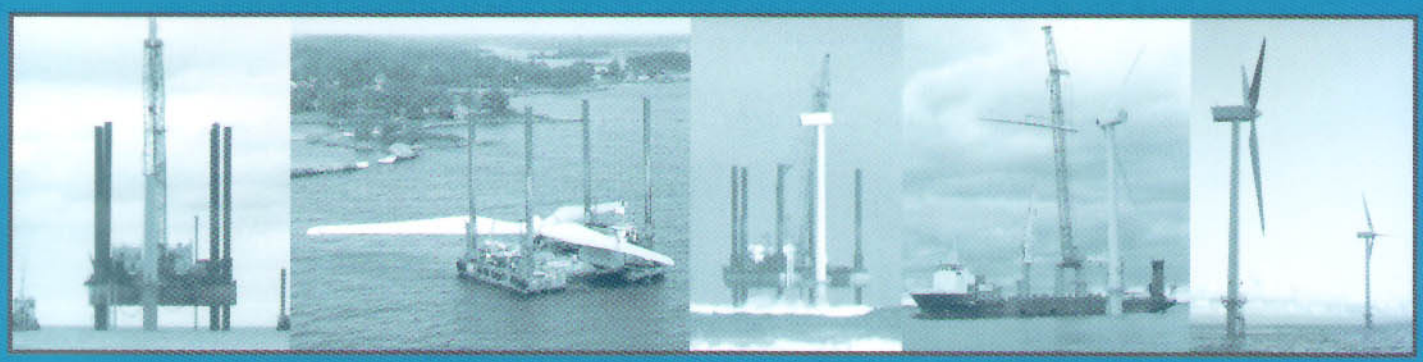
BEST PRACTICE GUIDELINES:

CONSULTATION

FOR

OFFSHORE WIND ENERGY DEVELOPMENTS



Supporting Organisations

PREFACE

Offshore wind farms are set to become a major part of our electricity supply in the UK. BWEA, the industry's representative body has, since the earliest discussions of the potential, been committed to ensuring that offshore wind farms are developed consistent with good environmental practice and that they win the support of local communities and other organisations.

We believe that these goals can best be achieved by our industry working with communities, local authorities, Government agencies, NGOs, other stakeholder groups and all with an interest in the schemes.

The *Best Practice Guidelines: Consultation for Offshore Wind Energy Developments* provide a useful tool for achieving these goals. We are particularly pleased that so many organisations have already agreed to put their names to this document. We trust that the guidelines will be used by everyone with an interest in a proposal.

We are grateful to the dozens of organisations who have worked with us in preparing these guidelines and we'll be pleased to hear from you with your thoughts on how we can make this document even more useful as the industry grows and we learn more.

By working together, we can ensure that offshore wind farms are developed with the highest level of participation, consultation and satisfaction.

Nick Goodall
Chief Executive, BWEA

SUMMARY

The United Kingdom has the largest potential wind energy resource in Europe. The tapping of this potential through offshore wind farms is essential to meeting the British government's commitment to produce 10% of our energy needs from renewable resources by 2010. This, in turn, will help us to reduce the carbon dioxide emissions that are contributing to climate change.

The purpose of this document is to encourage good consultation around the development of offshore wind energy. It is aimed at developers, planners,
Government departments, local organisations and communities.

If offshore wind is to be farmed successfully, other users and enjoyers of our coastline need to be properly consulted about the developments that will enable this. All 'stakeholders' – those who have a stake, onshore or offshore – need to know what is proposed and the consequences, positive and negative, for them, their communities, and for the local environment and economy.

These guidelines on consultation highlight a number of needs:

- To identify all the relevant stakeholders
- To provide them with the information they need in language they can understand
- To be open and honest about what an individual project involves
- To engage with stakeholders in a variety of different ways, enabling everybody to have their opinions heard and their ideas taken seriously.

At the end of the document are useful lists of organisations and publications for further information.

CONTENTS

PROCESS DESCRIPTION

The British Wind Energy Association (BWEA) initiated a dialogue process in 1999 between developers, Government agencies and environmental groups and different users of the sea and coastline. The purpose of this dialogue was to follow the early stages of the site identification and leasing process, identify any concerns early, and respond to them. The Environment Council was appointed as an independent third party to convene and run these events. The last workshop held in June 2001 made a recommendation that best practice guidelines on consultation should be developed to ensure sensitive site development.

This document has been produced directly as a result of that recommendation. The stakeholder dialogue process has continued by producing these guidelines in conjunction with a wide range of stakeholders, drawn from those involved over the last few years to identify and describe a preferred process of consultation and encourage consistent behaviour throughout the industry.

These guidelines were developed using a consensus building process. A core group of twelve stakeholders was identified by Dialogue by Design, the independent facilitators. The stakeholders were drawn from an extensive list of contacts held by BWEA. This group of stakeholders met to agree the scope and a detailed brief for the guidelines. An independent editor wrote a first draft of the guidelines. This was reviewed by the core group and changes made prior to an Internet review process.

Over a period of about three weeks participants had an opportunity to make comments onto a website. These were collated and incorporated into the final draft and finally participants were asked to support the document with the use of their logos.

The organisations shown here support the need for good quality consultation around all offshore wind energy developments in addition to the other technical and statutory processes they have to go through. Support for these guidelines does not mean these organisations support any individual site development, but it does indicate support for a consultation process that should be followed by all developers.

While these guidelines cannot guarantee to produce a consensus in every case, they do at least provide a common path to trying to reach it, and as they are used they should increase people's confidence that the important issues are being identified and addressed as rigorously and as equitably as possible.

2 INTRODUCTION

2.1 These guidelines

Most commentators and governments now accept climate change as a reality, with all of its attendant risks to our way of life and the environment. Mitigation of its effects depends on the control of production of 'greenhouse gases'. The UK government, in order to meet its Kyoto commitments to reduce carbon dioxide emissions, has set targets to generate 10% of the UK's electricity from renewable sources by 2010 with 5% by 2003. A review of UK energy policy currently being undertaken suggests expanding the role of renewable energy to 20% of total electricity supply by 2020. The UK has the largest wind energy resource in Europe and wind energy is a readily available technology which can be applied now. Furthermore, a EU report[1] that assessed the impacts of different ways of generating electricity found that the external costs of appropriately sited wind farms are smaller than competing conventional fuels and that the major impacts are temporary and reversible. Offshore wind energy developments therefore have the potential to contribute significantly towards these targets.

The first round of options on offshore wind energy sites have now been let. There has been no strategic environmental assessment of these sites and it has been left to individual developers to find sites that are economically viable and environmentally and socially acceptable in the absence of an overall strategic planning process. Locational issues may therefore arise. As long as offshore wind energy proposals are sited appropriately, thorough consultation will help fulfil the industry's potential by reducing the likelihood of unnecessary conflict, so easing the development of individual projects.

New developments on land that require planning permission have to go through a statutory consultation process, giving people an opportunity to ask questions or raise objections. Even though such developments are set within a framework of established national and strategic planning guidance, many developers recognise the additional benefits of encouraging much earlier and wider public participation than is required in the statutory planning process.

Offshore wind energy is a new industry for the UK. The process of offshore planning and decision-making is thereforeless well developed and it is for this reason that the offshore wind industry has recognised the importance of early, effective and iterative consultation with relevant stakeholders. ('Stakeholder' is used in this document to denote individuals or organisations that perceive that they have a stake in some aspect of offshore wind development.[2]) Consultation in this way will enable sites to be developed sensitively, and enable changes to be made to plans to help meet the concerns and create the opportunities identified by local communities and other users of the sea and coastline.

In summary, these guidelines explain that:

- Transparent, comprehensive and well-prepared consultation with a wide range of stakeholders is essential to identifying generic and site specific issues raised by offshore wind energy developments
- Interactive dialogue with stakeholders is the best way to find lasting and widely acceptable solutions to any concerns, to disseminate information, to identify gaps in current understanding and further research requirements, and to explain how stakeholders' concerns may have already been recognised by developers. The end result should be to establish areas of common agreement and understanding, and to prevent, as far as possible, future conflict between developers and local communities or other interest groups
- Effective consultation can contribute to the success of developments by tapping the ideas and local knowledge of stakeholders, and also give them a sense of the positive benefits they can bring.

The guidelines set out the importance of:

- Identifying the stakeholders, including those immediately affected by developments, those with wider strategic interests, and those involved by virtue of their statutory roles or political positions
- Early consultation with such stakeholders
- Following up after consultation finishes to give feedback to stakeholders about the project in the future
- Identifying all the issues perceived by stakeholders, including environmental, economic, and social effects, both positive and negative.

The guidelines also point readers to other important sources of information including websites hosted by the industry and others containing further information about offshore wind energy developments.

2.2 Purposes of this document

These guidelines are designed for use by developers, planners, Government departments, local organisations, non-governmental organisations and communities to set a standard for good consultation. They should help consultees understand the process and therefore what to expect, and developers can use them to guide their own consultation processes. They are not prescriptive: each site, community and development plan will be different. They offer a set of principles and suggest a range of techniques that can be used.

The industry has recognised the importance and value of stakeholder consultation beyond the statutory requirements. Any consultation process must be closely linked to, but not constrained by, the statutory consultations required in the consent processes, which will include an Environmental Impact Assessment (EIA). The Department of Trade and Industry (DTI) has prepared guidance notes on the Offshore Windfarm Consents Process (these were published in draft form at the time of going to print, and are available from the DTI: see Appendix C for details)

Finally, the purpose of this document is *neither* to explore the technical, environmental or economic issues around offshore wind energy development, *nor* to explain in detail the licensing or planning processes involved. These are referred to in brief Appendices, and there are references to useful organisations and websites where such things are explained. Dialogue between developers and other marine industries is dealt with by the relevant industry associations. Guidance on siting and wildlife issues can be found in the document 'Wind farm development and nature conservation' (See Appendix C).

2.3 Background to consultation on offshore wind energy

The UK's wind resource at sea has been estimated as almost 3 times current electricity consumption;[3] many believe offshore wind power is needed to help meet Government targets for renewable generation. A number of companies and consortia have been exploring the potential for offshore wind energy for some years.

The Crown Estate, which manages the property on the seabed around the UK out to the 12 nautical mile territorial limit, and the rights to the resources of the continental shelf, has been working with BWEA, DTI and other Government departments to bring forward early and successful development of offshore wind farms. In December 2000 the Crown Estate invited applications from developers for options on suitable sites, where, subject to consents procedures, offshore wind farms could be developed over the next 3 years. As a result of this pre-qualification round 18 sites were announced in April 2001 (see map at Appendix B). Each site represents no more than 10 square kilometres of seabed. Some of these sites are adjacent to each other, so there are, in total, 13 discrete areas. Before a lease can be granted by the Crown Estate, developers are required to obtain all the necessary consents for any offshore and ancillary onshore developments from the relevant authorities. Full details of the leasing procedure can be found at www.crownestate.co.uk. The DTI has established an Offshore Renewables Consent Unit (ORCU) to act as the focal point for the statutory consents procedure in England and Wales and will be issuing guidelines on the consents process for developers.

Why do offshore wind energy developers need best practice guidelines on consultation? It could be argued that they do not need them any more than any other developer or any proposed development does. However:

- Some onshore wind energy developments have attracted significant opposition for a range of reasons, and inadequate consultation with stakeholders may have been a factor in some cases. The industry is keen to ensure that this is not the case when it comes to offshore developments. Thorough consultation will help fulfil the industry's potential by reducing the likelihood of unnecessary conflict, easing the development of individual projects, and ensuring that development is done sympathetically and effectively. Early consultation may also provide an opportunity for stakeholders to appreciate the opportunities that the industry can bring.
- There has been no overall strategic process to agree where offshore wind sites should be located, or how many there should be in any one area. It

has been left to developers to find sites they believe will be economically viable, and environmentally and socially acceptable. This was one of the key concerns of many stakeholders in the national dialogue process run by The Environment Council. If there is more than one site being developed in any one area it will be important for all the stakeholders to consider any cumulative consequences of multiple developments.

- The current provisions under Section 34 of the Coast Protection Act for third parties to participate in or make representations on policy, siting, assessment of proposals, or decision-making for offshore developments are perceived by some to be limited and in need of strengthening.

References

1. ExternE National Implementation, ETSU Contract JOS3-CT95-0010 Final Report – PART 1 June 1998.
2. Section 3.2 describes in detail different types of stakeholders.
3. ETSU W/35/00250/REP/1.

EFFECTIVE CONSULTATION

3.1 Principles of effective consultation

The following principles help stakeholder consultation to be effective and fruitful.

The purpose of stakeholder consultation is to enable all stakeholders to make known their views and to work together to ensure they are addressed.

All stakeholders – developer and community, campaigner and local government – need an opportunity to share their views, and to work on ways to meet each other's needs and concerns to the extent necessary or possible. This is where stakeholder consultation differs most markedly from public relations: it is the joint pursuit of benefit for all.

The issues and views discussed may encompass a broad range of subjects including the technical aspects of the project and the nature of the long-term relationships between the developers and the local community.

Consultation needs to be inclusive

There are lots of ways of undertaking consultations. The important thing is to use the most appropriate techniques at different stages of a development process. Where existing structures for consultation exist they should be used, such as regional coastal fora.

The definition of 'stakeholder' is 'someone who has a stake in the outcome of the project' (see page 9 for a breakdown of different types of stakeholders). Always veer towards inclusivity, particularly during the early stages, even if it means involving large numbers of people. If the process becomes unwieldy because of large numbers, it is usually possible to work out a system where some stakeholders represent others, and feedback important information.

It is worth making particular efforts to include those whose interests and concerns might otherwise be marginalized or excluded, so techniques such as participatory appraisal and community mapping can be useful in the early stages of consultation. (See Appendix C for further reading on these techniques.)

People need to be treated equally

Different stakeholders have different responsibilities in relation to the issues (remember again that the developers, the local council and Government departments are all stakeholders), but within the consultation process all stakeholders should be able to participate as equals (for example, during meetings). This means, in particular, that ideas can be judged on their merits, not on their source.

Responsibility for the process and the feedback needs to be shared

Many consultation processes fail because the process does not meet the needs of the stakeholders, or because participants do not feel they have been kept fully informed of what has been done with their ideas and opinions.

It is up to those convening the process to ensure that it meets everyone's needs – including, of course, their own – and to take primary responsibility for disseminating the results and information about how these link to decision-making processes.

The use of independent professional facilitators should be considered

If a stakeholder consultation process is going to involve public meetings or workshops, it may be worth investing in the services of professional facilitators:

- Stakeholders with doubts about participating are more likely to accept that an independent facilitator will conduct the process impartially
- Independent facilitators can also ensure (and be seen to ensure) that meetings are as balanced and even-handed as possible by, for example, preventing particular individuals or interest groups dominating.

The process must be transparent, especially about uncertainties

This final principle is more important than it may seem. Stakeholders these days take everything with a pinch of

course that none of the information they were given was wholly reliable.

Where things are uncertain – about environmental impacts, or economic benefits, or long-term prospects – it is much better to be open and honest about it. Indeed, there may be legal requirements to do so if the proposal affects an internationally important site for nature conservation. Stakeholder consultation processes can often help to manage uncertainties by, for example, organising local research or developing shared contingency plans.

The one thing that really upsets stakeholders is not being told the truth.

3.2 Who are the stakeholders?

For the purposes of these guidelines it is possible to split stakeholders into three main groups.

Statutory consultees

These are the easiest group to define, because generally speaking they are pre-defined by regulation. Statutory consultees are bodies with which developers are 'required' to consult; they include bodies such as Government agencies and local authorities. While developers will need to ensure they follow the correct statutory processes for these organisations, they can also be included in non-statutory consultation.

Strategic stakeholders (non-statutory consultees)

This group can be defined as people who represent organisations, whether at a national, regional or local level whose support of or opposition to a development would be significant, or who have particular information or expertise to offer. Examples include the Royal Society for the Protection of Birds (RSPB), commercial fishermen and their representative bodies, the Ramblers Association, Friends of the Earth and the Royal Yachting Association.

Table 1: Examples of different types of stakeholders
(this is not an exhaustive list and regional differences will apply)

Statutory Consultees/Regulators	Strategic Stakeholders	Community Stakeholders
CADW – Welsh Historic Monuments Centre for Environment, Fisheries and Aquaculture (CEFAS) Civil Aviation Authority (CAA) Countryside Agency Countryside Council for Wales Department for Culture Media and Sport (DCMS) Department for the Environment, Food and Rural Affairs (DEFRA) Department of Trade and Industry (DTI) Department of Transport, Local Government and the Regions (DTLR) English Heritage English Nature Environment Agency Health and Safety Executive Heritage Agency, Northern Ireland Historic Scotland Local Authorities Maritime Coastguard Agency Ministry of Defence National Assembly for Wales National Parks Authorities Radio Communications Agency Regional Development Agencies Scottish Executive	Council for the Protection of Rural England (CPRE) Campaign for the Protection of Rural Wales (CPRW) Association for the Protection of Rural Scotland (APRS) Friends of the Earth Greenpeace Joint Nautical Archaeology Policy committee (JNAPC) Marine Archaeological interests Marine Conservation society National Fishermen's Organisations National Trust Nautical Archaeology Society Ramblers Association Regional coastal fora Royal Society for the Protection of Birds Royal Yachting Association Sea Fishery Committees The Wildlife Trusts Trade Unions WWF	Church groups Community/Parish Councils Educational interests Individuals Local companies Local Fishermen's Organisations Recreational groups Residents Associations Sailing Clubs Women's Institutes

Community stakeholders

This group includes individuals or organisations who are interested because they live in the community the development will affect, interested individuals, representatives of residents associations, clubs, church groups etc.

There are two general points to make. The first is that it is better to involve too many than to miss out some who are crucial. The second is that it is always potentially dangerous to put people into boxes; for example, some who appear to be 'community' stakeholders may feel their concerns are more properly 'strategic', while others can be fitted into more than one box.

Finding the stakeholders

Developers are usually well aware of their statutory consultees. Community and strategic stakeholders, however, may sometimes be harder to identify (or at least it is easier to miss one or two out!). The following questions usually help to find the right people:

- Who will be affected, positively or negatively, by the development?
- Who supports or opposes the changes the development will bring?
- Who holds official positions in the area likely to be affected by the development?
- Who is influential in the local community?
- Who runs local organisations with economic, environmental or social interests?
- Who has been involved in any similar issues in the past?
- Who may not be affected by any immediate development, but may be if there are other similar developments in the area?

Reaching stakeholders

What is the best way to make contact with stakeholders and ensure they are involved? The easiest way is to make a list of the obvious ones and then ask "Who else should be involved?" Gradually the list will grow until the same names are being repeated and no new ones added. Even so, as the plans progress, more stakeholders may come forward, so the list should remain open. Experience has shown that one of the most inclusive ways is to advertise in the local media.

3.3 Stakeholder consultation and offshore wind energy

Each development will require the developer to obtain several different kinds of statutory consent. Each consent process will require a developer to carry out and submit an Environmental Impact Assessment (EIA) of the project before the consent for it can be given. The scope of the assessments will vary but overall there will be a requirement to assess socio-economic impacts as well as those on the physical and natural environment.

There is an established procedure in all consents processes for consulting with a limited number of key stakeholders (generally statutory consultees) – usually at national/regional level, and usually by means of written information, including plans and diagrams, sent by post. The wider 'voluntary' consultation process these guidelines describe should as far as possible mesh in with the formal consultation processes for statutory consents, but should be wider, so that it includes local and non-statutory, as well as 'statutory', stakeholders.

The statutory consultees should be given the opportunity to participate in the wider 'voluntary' consultation process as well as in the formal process. They will benefit from this, and will often have much to offer in discussion because of their previous experience.

Table 2 opposite shows, in outline form, how the EIA process links to that of the stakeholder consultation process. However, it is important to recognise that:

1. It is unlikely that these stages will happen exactly in parallel as shown in the table; and
2. Stakeholder consultation processes need to be iterative: information gained in Stages 2 or 3 may make it essential to return to Stage 1.

Table 2: Summary of Statutory and Stakeholder Consultation processes

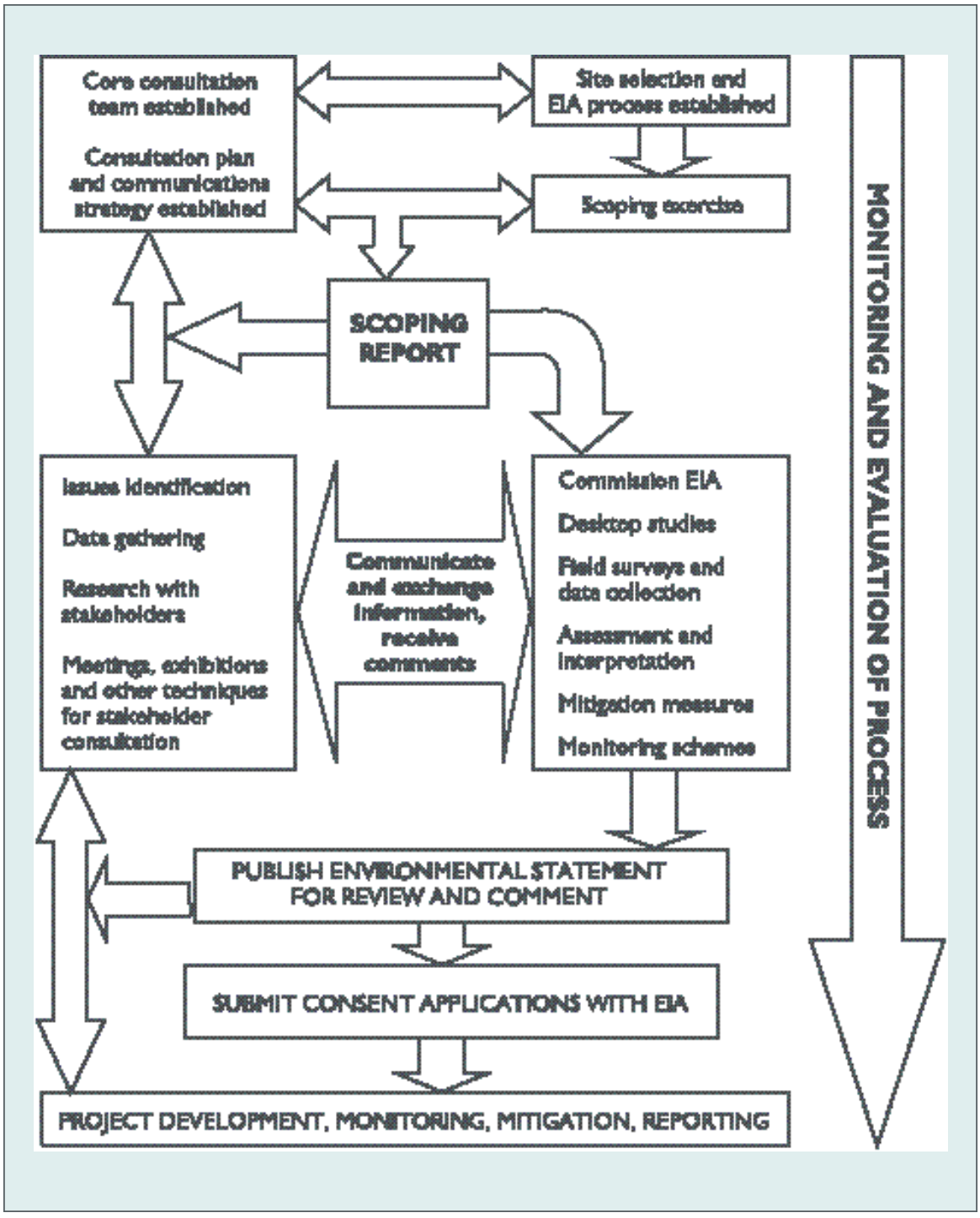
STAKEHOLDER CONSULTATION PROCESS	ENVIRONMENTAL IMPACT ASSESSMENT AND PLANNING PROCESS
Stage 1: Identifying stakeholders, issues and processes • Create core team to advise on consultation (see page 13) • Identify stakeholders and issues (see pages 5 and 9) • Establish key contacts • Draw up detailed consultation process plan (see page 13) • Prepare information for dissemination	**Stage 1: Site selection and Scoping** • Undertake pre-feasibility studies • Site selection • Screening under the habitats directive, if appropriate • Outline environmental profile • Consideration of alternatives • Scoping exercise (identification of main environmental effects) • Production of scoping report
Stage 2: Listening and learning • Clarify issues, expose assumptions, reduce uncertainties, build on common ground and explore ideas to resolve differences • Commission independent research and fact-finding to avoid the 'adversarial science' problem • Improve communication and relationships • Manage ongoing uncertainties • Turn new ideas into solutions • Agree changes to existing plans where necessary/possible • Develop continuing commitments • Establish monitoring and reporting procedures	**Stage 2: Commission EIA and Scheme Design** • Description of the development • Description of existing environment • Description of environmental impacts • Identify residual effects • Interpretation of scale and significance of impacts • Identification of mitigation measures • Development of management systems and controls to avoid, reduce and enable mitigation • Propose possible monitoring and reporting measures • Advertise application and lodge in public domain for review and comment
Stage 3: Monitoring, evaluating and maintaining contacts • Reporting back to stakeholders on results of consultation • Reporting back to stakeholders on how results were used as part of decision-making processes on the development • Evaluation of consultation process • Ongoing contacts • Return to earlier stages if and when necessary	**Stage 3: Post Granting of Consents** • Implementation of mitigation or compensation and control measures • Monitoring and reporting • Continual adjustment where monitoring reveals undesirable results

References

1. A common situation when conflict arises is for people holding opposite positions to use 'scientific findings' to support their arguments. If the brief for research and the scientists who do it are agreed in advance, this problem can be avoided.

CONSULTATION ROUTE MAP

Figure 1: The flow chart below is an indicative route map illustrating how the various consultation stages could feed into the overall EIA process.



THE CONSULTATION PROCESS

4.1 Stage 1: Starting the consultation process

The first task is to identify those who will lead the consultation process. Usually this is the developer, and usually there is one person devoted to this task who maintains contacts with all the stakeholders throughout. If possible, however, (and taking into account constraints on time and resources) it is much better to create a core group of key stakeholders (who will vary from place to place but need to be able to reflect local and regional opinion) and project managers to meet regularly throughout the consultation process and make the key process decisions required.

The principles would be the same if developers choose to manage this process themselves or a core group is created. The tasks are to:

- Identify stakeholders (see page 9) and do an initial scoping of the issues, probably also clarifying which issues are important to which stakeholders
- Plan and design the consultation process, agreeing objectives and outputs, techniques, key events, timing, resourcing (including budgets) and co-ordination with other statutory or non-statutory processes
- If and when meetings are required, draft invitations and indicate an individual with whom stakeholders can liase. Who sends the invitations and 'hosts' events may vary: it may be the developer, the local council, a local coastal partnership, or sometimes an independent body such as a local college
- Decide and prepare presentations and documents for distribution before or during meetings, and agree administrative and logistical preparation: efficient logistics helps build confidence in the process.

This stage may take several meetings or it may be done by telephone and e-mail. Invitations to meetings need to go out 3-6 weeks before events; notices of public meetings need to be published about 3 weeks ahead and then repeated a day or two before the event. All stakeholders who respond to invitations or notices of meetings need to be re-contacted before meetings.

Preparation for consultation

In order to reduce potential conflict, initial consultation should ideally take place during site selection for offshore wind development. Alternatively a consultation plan should be drawn up as soon as site selection is completed, and the initial consultation activity should begin as soon as possible. The process of identifying stakeholders will have enabled developers to decide which types of stakeholders will be targeted at this early stage: strategic, community or both. This in turn will determine the consultation plan.

Preparing the consultation plan is not only of benefit to external stakeholders, but also:

- It ensures that the development team itself fully understands what consultation is and why it is important and who they are trying to reach
- It makes explicit the links with statutory organisations, regulators, relevant NGOs and other official and local bodies.

Every consultation plan will be different, but all will have some generic elements:

- The objectives and scope of the consultation process are clarified
- The environmental, economic and social issues raised by the development are identified
- It should explain why the development is being proposed
- The time-frame for consultation set out in parallel with the timing of related activities
- The locations and logistics of consultation are established
- The tools and techniques of consultation are established
- The roles and responsibilities of those involved are decided
- The resources for consultation are allocated
- Feedback mechanisms are identified.

As stakeholders often need information to which to respond, the development team will also need to provide some basic facts and figures about the form and scale of the project and the main possible environmental effects using experience gained from similar projects elsewhere where helpful. It is also best practice for the developer to produce an environmental scoping report at this stage to facilitate discussions of the terms of reference of the EIA itself.

Such an environmental scoping report should:

- Set out information about the scope and detail of the EIA: what will be covered and in how much depth
- Set out the consultation process and invite stakeholders to comment on the document and indicate what other information they would like to see included within the EIA
- Establish a timeline for the EIA and the consultation process
- Establish the methodologies of the EIA and the consultation process
- Explain who is to be involved and how to contact them.

Finally, it is absolutely essential that all information going to stakeholders is as jargon-free as possible, and that any essential jargon or technical information is explained fully.

4.2 Stage 2: Listening and learning

The main interactive work starts around the same time as work on the EIA is emerging. Whatever methodology is used, this stage needs to:

- Clarify issues
- Expose assumptions
- Identify, manage or reduce uncertainties
- Build on common ground
- Explore ideas to solve problems and resolve differences
- Establish what changes may need to be made
- Commission independent research and fact-finding
- Establish monitoring and reporting procedures, and arrangements for responding to them
- Try generally to improve communication and relationships, and develop continuing commitments.

If there are issues that require more detailed discussion, working groups can be established and their remits agreed by all the stakeholders. They will do their work and report back to the 'main' group. The core group, meanwhile, continues to be responsible for convening and designing meetings.

Some consultation processes involve no more than one or two meetings; others last much longer and involve sequences of large, main group meetings and several working group processes: it all depends on what the situation and the stakeholders require.

Stakeholder input to the EIA process

Stakeholder input to the EIA process should:

- Identify strategic and local sources of information on which the developers can draw, remembering that locals can have traditional but sound and valuable knowledge that may be unavailable from formal sources
- Confirm or amend the environmental description of the development: stakeholders should be consulted about what is being assessed and whether they agree with the conclusions reached
- Agree the baseline studies: local as well as strategic stakeholders should be invited, to ensure that issues of local interest or importance, of which the developers may not be aware (such as traditional rights or historic sites), are included
- Assist in the consideration of alternative locations or approaches
- All sorts of effects, including temporary construction effects, direct operational effects during the life of the project, effects of maintenance of plant and equipment, and the effects of eventual de-commissioning
- Residual effects and how they will be monitored
- Possible mitigation and compensation measures – whether they think the developers' proposals will be effective in the local situation
- Development of management systems and controls to enable mitigation – whether the measures proposed will work in practice
- Monitoring and reporting measures – whether the proposed systems for keeping a check on the development will give the information needed to monitor environmental effects thoroughly
- Measures and arrangements for responding to the results of monitoring.

The methods used at this stage should be as interactive as possible, and developers will need to supply stakeholders with detailed information about proposals. The information must be presented in a way that is accessible to non-technical people, but does not sacrifice accuracy for accessibility. Examples of

Gunfleet Sands

Working with local District Council, the route of the onshore grid connection cable was modified to take into account an existing SSSI designation.

North Hoyle

Taking on board comments from a number of local stakeholders who have vessels in the marine environment, the layout of the turbine array was adjusted to provide for navigation between the turbines, while still allowing for the interests of the Countryside Council for Wales concerning the visual amenity of the development from land.

The onshore cable to the electrical substation will now be a buried cable following consultation with the local authority addressing their concerns about visual effects.

Scroby Sands

Over the course of a year an appropriate route for the export cable from the wind farm back to shore was agreed in consultation with the local harbourmaster, the Port Authority, fisherman and the local Borough Council.

A tailored construction methodology to accommodate the needs of pupping seals and the little tern colony breeding season has been established in conjunction with the Royal Society for the Protection of Birds and the Sea Mammal Research Unit at the University of St Andrews.

Kentish Flats

A local North Kent resident was commissioned to survey the fishing to determine any local hotspots, and consequently the entire wind farm site has been relocated to less sensitive grounds a kilometre further north, avoiding the local oyster beds.

Concerns over affecting migratory patterns of birds approaching local nature reserves has resulted in a baseline study of bird concentrations at the proposed wind farm site, with the methodology being agreed in co-ordination with both statutory and non-statutory bodies.

Figure 2: Examples of stakeholder input into the EIA process: *indicative of the recommended approach, but not illustrative of the whole process of community and stakeholder involvement through all stages of a development.*

4.3 Stage 3: Monitoring of the consultation process, evaluating, and maintaining contacts

As the development process continues, the consultation process should continue to check:

- Whether all appropriate stakeholders have been consulted
- Whether the stated objectives of the EIA and consultation processes have been achieved
- What changes to the project have been made as a result of the consultation process, and why
- Whether the consultation process has allowed sufficient time to consider social, economic and environmental impacts to the depth necessary
- Whether stakeholders feel that the consultation has been conducted in a way that has enabled them to contribute fully and freely to the EIA process.

The consultation plan needs to identify techniques that ensure the consultation objectives have been met. It may be that some sort of core group or even a wider group of stakeholders will continue to meet periodically during the entire lifetime of the project, so that if any new concerns or fresh opportunities should arise there is immediately a forum in which to discuss them.

Finally, the process may need to be reconvened when and economic impacts as a result of employment changes.

The final stage of the EIA process is to ensure that mitigation and control measures identified by the EIA process are fully implemented, and then monitored to ensure they are effective. At this stage there is some convergence between the outputs of the EIA process and those of the consultation process. For example:

- Stakeholders' commitments included in the action plans, monitoring and reporting procedures and mitigation measures agreed
- The need for ongoing evaluation of the development and its impacts.

4.4 Stakeholders and identifying offshore wind energy issues

There is always a question as to whether the stakeholders define the issues, or the issues define the stakeholders. The answer to this chicken-and-egg dilemma is 'both', which is why all consultation processes need to be cyclical and iterative rather than linear.

Whatever the type of consultation, the methods being used or the situation, it is best practice to start by ‹king stakeholders 'open' questions so that they can ɛfine the issues as they choose. For example:

- What are the issues?
- What economic, environmental, social or recreational issues are involved?
- What is important to those who feel they may be affected, directly or indirectly, by the development?
- What do people want in relation to this development?
- What do people like about this development?
- What do people fear about this development?

Even if you think you know the answers to these questions, by asking them you will give some ownership of the process to stakeholders – and the answers can be surprising and valuable!

Checklist of potential issues

Because there tend to be issues that are not immediately identified it is useful to have a checklist of categories of issue when talking to stakeholders. Such a checklist should be deliberately repetitive to increase the chances of people thinking of issues; it is also useful to start with fairly general headings and then move on to more specific ones.

There are many different ways to group and structure issues. Figure 3 below provides a simple starting point in the case of offshore wind. It will be important for any process to consider the implications of these at the design, consents, operation and decommissioning stages of a scheme.

National energy policy needs to be taken into consideration. Equally, the concerns of specific interests groups, such as the fishing industry, the Ministry of Defence or the oil and gas industry, need to be identified and explored to ensure they are properly understood.

Whichever way the issues are divided up and designated, repetition helps ensure inclusion. Sometimes it may even be useful to create some sort of matrix to set out all the issues so that people can see the overall picture and get a full sense of the positives as well as the negatives: it is all too easy for public consultation to focus just on the negatives.

- **ECONOMIC**
  - effects on employment and the local economy
  - effects on leisure pursuits
  - effects on marine fisheries and other users of the sea.

- **ENVIRONMENTAL**

Onshore	Offshore
– Coastal habitats and species	– Marine habitats and benthic (seabed) communities
– Sediment transport, longshore drift, geomorphology, disturbance due to cable landfall	– Bathymetry, sediment transport paths, bedforms, scouring, mixing, turbidity. Changes in wave and tidal current characteristics
	– Water quality and pollution incidents during installation and maintenance
– Designated areas and proximity of protected areas	– Designated areas and proximity of protected areas
	– Fish resources, migration patterns, nursery areas
– Birds – distribution, disturbance, displacement	– Birds – distribution, disturbance, displacement, mortality
– Archaeological heritage	– Archaeological heritage
– Visual impact , landscape and amenity value	– Visual impact
	– Marine mammals – distribution, disturbance, displacement, impacts of noise and vibration
– Noise, vibration, lighting	– Noise, vibration, lighting and turbine installation

- **SOCIAL ISSUES**
  - effects on employment (other than the purely economic)
  - effects of environmental changes on local residents (including visual, noise and traffic)
  - health and safety of the workforce (both at sea and associated land areas), other users of the sea, and local communities and members of the public
  - sea and air navigation.

Figure 3: Simple starting point for grouping and structuring issues.

5 TECHNIQUES FOR STAKEHOLDER CONSULTATION

A wide range of tools and techniques can be used for stakeholder consultation, and the purpose here is to introduce the most common, listed below, in no order of preference. See Appendix C for further reading on different consultation and participation methodologies.

The main point to remember is that the consultation process and the techniques employed need to be designed around the situation, rather than process and techniques being decided and applied whether or not they are appropriate.

5.1 Information

Providing information

The most conventional way to involve stakeholders in any project is simply to give them information about it via newsletters, exhibitions, site visits, briefing papers, presentations, through advertising on radio or television or through personal letters.

While it is essential for people to have timely, accurate and meaningful information about developments, these methods suffer from two inherent disadvantages. First, they are one-way: people may be invited to respond to them, but there is no formal structure for people to know their comments have been heard or acted upon. Second, written information, particularly on technical issues, assumes that people can and will read it, and will understand it; moreover, not everyone reads newspapers or can visit exhibitions.

Because of this, *information giving should only ever be used in conjunction with other forms of consultation.* Where the information is written, it needs to be carefully designed and written with the audience's existing level of understanding in mind. All written information should follow these basic rules:

- It should be as brief as possible
- The language should be simple, technical terms should be explained and jargon avoided
- Graphics, diagrams and maps are more effective than blocks of text
- Commitments should be spelt out and adhered to
- Include contact addresses and telephone numbers for further information.

A final method of information giving is the telephone and a designated contact person.

Its great advantage is that it enables immediate, personal, two-way communication and specific responses to specific queries. The disadvantage is that it can be very time-consuming, and it has to be staffed by someone who can respond knowledgeably and sensitively to sometimes technically or emotionally complex questions.

Gathering information

Opinion surveys, interviews, questionnaires and 'focus groups' are all direct ways to gather information about stakeholders' views, and providing they obtain a cross-section of opinion and analyse it properly they can be useful for collecting a wide range of views using fairly limited resources of time and money. However, it has to be said that the response rate to questionnaires and surveys, and the quality of responses even in focus groups, can be very disappointing and sometimes biased.

In particular, these methods only gather information in response to the questions asked: they may miss opinions or concerns that are not asked about, and give no opportunity for people to develop their views in association with others. Equally, stakeholders may, intentionally or otherwise, give partial or misleading responses; they may resent the intrusion on their privacy, and they will receive no feedback on their views. These limitations mean that, once again, such methods should not be used in isolation from more interactive methods. It is important to recognise the resource constraints of some stakeholders and this should be reflected in the time frames for consultation, with sufficient time available before responses need to be sent in.

5.2 Meetings

Meetings come in all shapes and sizes, so some differentiation is needed here. One point to bear in mind when considering any type of meeting is that they can consume considerable resources of time and money, particularly for private individuals and small NGOs: so every meeting, of whatever sort, needs to be carefully considered and made as productive as possible.

Face-to-face meetings

These involve a representative of the organisation doing the consulting, or an independent researcher or

sometimes an independent facilitator, meeting individual stakeholders or groups of stakeholders to discuss the issues raised by the development.

They require the consulter to be well briefed on every aspect of the project, and to be able to talk knowledgeably about everything from its technical aspects to its local impacts.

The advantage of such meetings is that they enable stakeholders' issues and concerns to be addressed directly, and accurate information to be given in direct response to specific questions; and in particular they enable direct communication and personal links to be established. They are also easy to set up: a telephone call is usually sufficient to establish the purpose of the meeting, and where and when is most convenient for all involved.

The disadvantage is that they consume large amounts of time and stakeholders do not get quite the same benefit that comes from listening to and learning from many different perspectives.

Public meetings

Public meetings can be effective in enabling a wide range of views to be aired, questions asked and answers given, provided they are:

- Prepared thoughtfully, after due contact with some of those likely to attend
- Well-chaired or facilitated by someone who is ideally independent and respected
- Well-staffed by enough people available to meet and talk to participants individually and knowledgeably
- Held at a suitable venue at a suitable time and
- Not overwhelmed by unmanageable numbers of people.

However, public meetings tend to:

- Inhibit many stakeholders, especially when audiences are large, and for every person who goes away satisfied that they have made their point, there are likely to be many others who leave frustrated that they could not
- Encourage pre-determined, fixed statements of position (because people often only get one chance to speak) and therefore
- Polarise further differences among stakeholders
- Discourage interaction among stakeholders, and the exploration of ideas and solutions to problems.

The Kentish Flats development team held two open public meetings, attracting audiences respectively of 350 and 200, to introduce the project to the local community. The team found this a valuable tool to initiate dialogue, convey progress and inspire support for the project. Although useful for meeting supporters and addressing specific concerns, opponents of the project did tend to dominate question and answer sessions and overall meetings tended to be a poor way to get specific feedback.

"Having to prepare and structure the meetings really helps focus your approach during the Environmental Impact Assessment process. The meetings themselves allow you to collect details and weigh issues that may not show up in a survey," commented project manager Peter Clibbon.

The team identified leaflets distributed locally and meetings with stakeholder groups such as fishermen and sailors as being more effective at targeting groups with specific concerns. 700 questionnaires returned from 35,000 circulated helped establish key issues for the local community.

5.3 Workshops

Workshops are described variously as 'public participation' or 'stakeholder dialogue' or 'stakeholder engagement'. Probably the most significant characteristic of such workshops is that the developers and the stakeholders decide *together* what needs to be discussed and how to do it.

The following points need to be considered by those going down the workshop route:

- Workshops can be one-off events lasting one or two days, or they can be part of a sequence stretching over many months or years
- In the latter case, workshop-based processes can be slow, complicated and costly compared with other forms of consultation, but they can also achieve results that other processes cannot

- Workshops may need contributions from experts, for example on engineering or environmental matters, and this can also add to the costs
- Likewise, industry seminars with technical or other experts explaining specific aspects of developments can help spread a deeper knowledge of the subjects covered to a wider public
- Developers need to be clear what aspects of the project can change following stakeholder involvement. If there are very limited options to change plans, workshop techniques are probably not appropriate.

5.4 Liaison groups

This term could include committees, core group and advisory panels. Many organisations establish groups of people, both lay and expert, to advise regularly on the issues their stakeholders face throughout the life-time of the project, such as monitoring programmes. These people may be drawn, for example, from local communities, trade unions, non-government organisations, and industry associations.

The advantage of such groups is that ideas can be tested and concerns identified before they ever reach the public domain. These groups can also maintain communication with wider groups of stakeholders and offer their recommendations on potentially controversial issues in order to prevent unnecessary problems.

Such groups can be extremely useful, and the only reason for being cautious about their use is that they tend to rely on a group of people who may, because they become 'insiders', become increasingly divorced from the concerns of 'ordinary' stakeholders. This can be prevented by ensuring that other means of consultation are also used.

5.5 Public exhibitions

A public exhibition can be an extremely effective way of explaining what a development involves. To make the most of the opportunities it provides:

- The exhibition needs to be well advertised, easily reached (including by public transport) and open over a number of days, including weekends
- It should make available leaflets and information packs that visitors can take away
- The materials must be very clear, and in particular they should show an understanding of prominent local landmarks both to help orientation and demonstrate a real familiarity with the local area
- It must be staffed at all times by people who are available to answer every type of question, and who are also ready to listen and note public concerns
- Providing opportunities for written feedback can encourage participation by people who would be inhibited by a public meeting
- To enhance the effect of an exhibition it is very useful if it can be followed by a public meeting or workshop.
- It is important to use well-trained staff to explain plans as well as appropriate venues and opening times.

A public exhibition held by the Scroby Sands development team attracted between 350-400 visitors over the two days. The most popular features were the wind farm photomontages and the two large videos projectors that showed footage of installation work at Blyth Offshore and the Danish Tunø Knob offshore wind farms. Many visitors took the opportunity to read the five-volume Environmental Statement in full detail.

> "One of the best things about the exhibition was being able to satisfy people who had environmental concerns, particularly about the seals and little terns colony," commented project manager Anne-marie Coyle. "It was really good to be able to talk directly to people and put their minds at rest."

The development team chose to hold a public exhibition rather than a meeting principally because they wanted people to feel at ease and able to read material at their leisure; the majority of visitors stayed for 40–50 minutes. Another consideration is that it is far easier to organise an exhibition and it also makes it easier for more people to attend than a one-off meeting.

A survey carried out among visitors indicated that the majority found the exhibition to be helpful in making their minds up about the project.

5.6 The Internet

The Internet has yet to come into its own as a consultation tool, but as increasing numbers of

stakeholders have access to the Internet either in their offices or homes or in public places, it is likely that its potential will soon be recognised, and its use for consultation will grow.

For the moment, the most common use of the Internet is through websites, where stakeholders can gain access to much larger amounts of information than can be distributed by conventional means. The problem is, of course, that not everyone has access to the Internet, and not everyone understands how to use it.

Beyond websites, stakeholders can participate in on-line conferences, chatrooms and e-mail exchanges, or a developer can use specially designed consultation software to enable stakeholders to participate in 'virtual workshops' or see their additions or amendments worked into draft plans and documents. These are no substitute for human contacts, but they have their uses.

In the 12 months following its creation in April 2001, subsequent to the Crown Estate's announcement of the release of 18 potential seabed sites for development, the website for the UK offshore wind energy industry (www.offshorewindfarms.co.uk) received a total of almost 40,000 visits, averaging between 2,500 to 3,500 each month. All but one of the comments received in the online forum were supportive of the principle of developing offshore wind farms.

By far and away the most popular pages were the location map of the proposed sites and pictures of offshore wind energy developments. Many visitors also took the opportunity to ask specific questions about the nature of the offshore wind industry or how to locate particular pieces of information.

Several of the individual projects now have their own websites which catalogue relevant information, from basic descriptions of the development to the results of studies conducted on various environmental aspects. Many include online forums to ask the development team questions or generally indicate support for the project. Websites are an incredibly useful tool for providing a large amount of information, both visual and written, to a large number of people; one such site recorded 1200 visits in the first 2 months following its go-live.

5.7 How to choose which techniques

When to use more interactive stakeholder consultation processes

The more complicated or controversial the situation, the more participative and interactive stakeholder consultation needs to be. For example, in such situations, a workshop is much more likely to be productive than a leaflet drop. While doing a leaflet drop to provide information on a simple, uncontroversial issue may be fine, to do it when an issue is complex and controversial is a recipe for disaster. It is always worth considering a range of participation techniques, since what may be considered uncontroversial by a developer may well be very controversial for some stakeholders.

As a rule of thumb, the more of the following characteristics any situation has, the further towards the 'participative' end of the stakeholder consultation spectrum the process should be:

- Many different stakeholders focusing on many different issues
- Unclear boundaries between the issues
- The project evokes contrasting feelings, values and perceptions
- The factual information currently available from different sources is contradictory or contested
- The various stakeholders have different cultures, styles, and approaches to the situation
- There is a high degree of public uncertainty around several issues and how they will be resolved
- Relationships among stakeholders are non-existent, poor or deteriorating
- There is a likelihood of conflict in the future if the current issues are not properly addressed.

*When **not** to use the more interactive processes*

The more interactive forms of stakeholder consultation should not be undertaken lightly. There are situations in which a leaflet drop may be less than ideal, but may be preferable to a more participative process that subsequently goes wrong due to raised expectations that cannot be met at this stage of the project. These are the situations in which people should think twice about launching a complicated consultation process:

- *When there is no real commitment to it.* Stakeholder participation involves a serious, heavy and sometimes long term commitment of time, energy and money. Starting a process then stopping when time runs out, or the results are uncomfortable, will cause more mistrust and cynicism than not doing it at all.
- *When all the key decisions have already been made.* If all the important decisions have already been made and nothing can be changed, it is too late for a genuinely participative process. And trying to dress up a public relations exercise as stakeholder participation, for example, will frustrate stakeholders, lead to antagonism and mistrust, and damage the credibility of a proper participative process in the future.
- *When there is not enough time or resources.* Active stakeholder consultation processes require time to prepare and run. If people or factors outside the developer's control are setting tight deadlines, it may be better not to start. If a process is rushed or cramped by time constraints, people are likely to feel their participation is undervalued and their contributions not taken seriously.

Avoiding consultation fatigue

When the stakeholders and the issues have been identified, it is worth asking whether stakeholders are already talking about the issues, or have done so in the past. It is a good way both of checking the right people are involved and all the issues have been noted, and avoiding duplicating past mistakes or current efforts by others.

People can be asked:

- Are people already talking about the issues, and, if so, how are they doing it? What has happened to date?
- How well do different stakeholders perceive any current methods of consultation to be working?
- Are there any other processes of consultation available or planned?
- How necessary is it to design a new process specific to the situation?
- What types of processes have been used to address similar issues in the past? Why have they worked or not worked?

The answers here will not only prevent duplication of existing efforts, they will also provide some idea of what sort of consultation is needed and how much time it will take. Is what is needed a one-off meeting to resolve a specific issue, or does it need a longer consultation process that enables people to come up with ideas for mitigating long-term effects?

GLOSSARY

The following terms used in the text are defined, in this context, as follows:

Baseline study	research to establish the basic environmental facts and figures of a particular site
Best practice	doing something as well as possible
Consensus building process	the process of securing agreement one step at a time
Consents process	the process of seeking and gaining authorisation from the relevant authorities for a development
Consultation	the process of providing people with information and listening to their responses
Environmental Impact Assessment (EIA)	the systematic and transparent process of research and judgment describing the likely effects of man-made change on a particular place or eco-system
Facilitated processes (facilitation, facilitator)	using particular techniques to make meetings as productive as possible; a facilitator is an independent person hired to chair or 'facilitate' meetings
Focus group	a small group of people convened to answer questions or discuss particular subjects to provide a sample of wider opinion
Iterative consultation	a consultation process that goes through a number of often repetitive stages to ensure a thorough understanding of opinions
Offshore wind energy	wind turbines placed off the coastline
Onshore wind energy	wind turbines placed on land
Site development	the process of turning a potential site for a wind farm into an actual wind farm
Stakeholder	an individual or organisation with a stake in something, usually in the local economy or environment
Stakeholder consultation	the process of providing stakeholders with information and listening to their responses
Stakeholder dialogue process	facilitated (see above) meetings between stakeholders designed to establish clear communication and mutual understanding
Stakeholder participation	intensive involvement of stakeholders in every aspect of a project
Statutory consultees	organisations who must by law be consulted about a development
Strategic stakeholders	stakeholders whose focus is on the needs and interests of the region or country as a whole
Community stakeholders	stakeholders whose focus is on the needs and interests of the local community
Third party	an independent and impartial person or organisation hired to facilitate meetings or act as a neutral mediator between stakeholders

Appendix A:
List of Key Organisations and Contact Details

Associated British Ports
150 Holborn
London
EC1N 2LR
Tel: 020 7430 1177
www.abports.co.uk

Association of Sea Fisheries Committees
24 Wykeham Village
Scarborough
N Yorks
YO13 9QP
Tel: 01723 863 169
www.nfsa.org.uk

British Marine Industries Federation
Meadlake Place
Thorpe Lea Road
Egham, Surrey
TW20 8HE
Tel: 01784 473 377
www.solentforum.hants.org.uk

British Ports Association
Africa House
64-78 Kingsway
London
WC2B 6AH
Tel: 020 7430 1177
www.britishports.org.uk

British Sub Aqua Club
Telford's Quay
Ellesmere Port
Cheshire
L65 4FV
Tel: 0151 350 6200
www.bsac.com

British Trust for Ornithology
The Nunnery
Thetford
Norfolk
IP24 2PU
Tel: 01842 750 050
www.bto.org

British Wind Energy Association
Renewable Energy House
1 Aztec Row
Berners Road
London
N1 0PW
www.bwea.com and
www.offshorewindfarms.co.uk

Centre for Alternative Technology
Llwyngwern Quarry
Machynlleth
Powys
SY20 9AZ
Tel: 01654 705 950
www.cat.org.uk

Centre for Environment, Fisheries and Aquaculture
Burham Laboratory
Burham-on-Crouch
Essex
CM0 8HA
Tel: 0162 178 7200
www.cefas.co.uk

Civil Aviation Authority
CAA House
45-59 Kingsway
London WC2B 6TE
Tel: 020 7453 6545
www.caa.co.uk

Countryside Agency
John Dower House
Crescent Place
Cheltenham
Gloucestershire GL50 3RA
Tel: 01242 521381
www.countryside.gov.uk

Countryside Council for Wales
Plas Penrhos
Ffordd Penrhos
Bangor
Gwynedd
LL57 2LQ
Tel: 01248 385 500
www.ccw.gov.uk

Department for Environment, Food and Rural Affairs
Nobel House
17 Smith Square
London SW1P 3JR
Tel: 020 7238 6000
Fax: 020 7238 6591
www.defra.gov.uk

Council for the Protection of Rural Wales (CPRW)
Ty Gwyn
31 High Street
Welshpool, Powys
SY21 7YD
Tel: 01938 552525
www.cprw.org.uk

Department of Trade and Industry Offshore Renewables Consents Unit
1 Victoria Street
London SW1H 0ET
Tel: 020 7215 6122
www.dti.gov.uk

Council for the Protection of Rural England (CPRE)
Warwick House
25 Buckingham Palace Road
London SW1 W0PP
Tel: 020 7976 6433
www.cpre.org.uk

Electricity Association
30 Millbank
London
SW1P 4RD
Tel: 020 7963 5700
www.electricity.org.uk

English Nature
Maritime Team
Northminster House
Peterborough
PE1 1UA
0173 345 5236
Tel: 01539 792 800
www.english-nature.org.uk

Marine Consents and Environment Unit
Nobel House
17 Smith Square
London
SW1 3JR
Tel: 020 7238 5871
www.defra.gov.uk

Friends of the Earth
26–28 Underwood Street
London
N1 7JQ
Tel: 020 7490 1555
www.foe.co.uk

Greenpeace
Canonbury Villas
London
N1 2PN
Tel: 020 7865 8100
www.greenpeace.org.uk

Environment Agency
25th Floor, Millbank Tower
22-24 Millbank
London
SW1P 4XL
Tel: 020 7863 8600
www.environment-agency.gov.uk

Joint Nature Conservation Committee
Monkstone House
City Road
Peterborough
PE1 1JY
Tel: 01733 562626
www.jncc.gov.uk

Joint Nautical Archaeology Policy Committee
Silver Birches
Bashurst Hill
Itchingfield
Horsham,
West Sussex
RH13 0NY
Tel: 01403 79500

Health and Safety Executive Offshore Safety Division
Lord Cullan House
Fraser Place
Aberdeen AB25 3UB
Tel: 01224 252500
www.hse.gov.uk

Marine Conservation Society
9 Gloucester Road
Ross on Wye
Herefordshire
HR9 5BU
Tel: 01989 566017
www.mcsuk.org

Marine Life Information Network (MarLIN)
The Laboratory
Citadel Hill
Plymouth
PL1 2PB
Tel: 01752 633336
www.marlin.ac.uk

Ministry of Defence
Defence Estates
Blakemore Drive
Sutton Coldfield
West Midlands
B75 7RL
www.mod.uk

National Association of Boat Angling Clubs
6 Norwich Place
Bisbhan
Blackpool
FY2 0BD
Tel: 01253 591063
http://fp.nabac.f9.co.uk

National Federation of Fishermen's Organisations
NFFO Offices
Marsden Road
Fish Docks
Grimsby
DN31 3SG
Tel: 01472 352 141
www.nffo.org.uk

National Federation of Sea Anglers
Level 5, Hamlyn House
Mardle Way
Buckfastleigh, Devon
Tel: 01364 644 643
www.nfsa.org.uk

National Trust
36 Queen Anne's Gate
London
SW1W 0RE
Tel: 020 7222 9251
www.nationaltrust.org.uk

Nautical Archaeology Society
Fort Cumberland
Fort Cumberland Road
Eastney
Portsmouth
PO4 9LP

Royal Commission on Environmental Pollution
Steel House
11 Tothill Street
London
SW1H 9RE
Tel: 020 7273 6635
www.rcep.org.uk

Royal Yachting Association
RYA House
Romley Road
Hants
SO50 9YA
Tel: 023 8062 7400
www.rya.org.uk

Royal Society for the Protection of Birds (RSPB)
The Lodge
Sandy
Bedfordshire
SG19 2DL
Tel: 01767 680551
www.rspb.org.uk

The Crown Estate
Marine Estates
16 Carlton House Terrace
London
SW1Y 5AH
Tel: 020 7210 4377
www.crownestate.co.uk

The Cruising Association
Cruising Association House
1 Northey Street
Limehouse Basin
London
E14 8BT
Tel: 020 7537 2828
www.cruising.org.uk

The Environment Council
212 High Holborn
London
WC1V 7BF
Tel: 020 7836 2626
www.the-environment-council.org.uk

The Ramblers' Association
2nd floor
Camelford House
89 Albert Embankment
London
SE1 7TW
Tel: 0207 339 8500
www.ramblers.org.uk

The Wildfowl & Wetlands Trust
Slimbridge
Gloucestershire
GL2 7BT
Tel: 01453 891900
www.wwt.org.uk

UK Hydrographic Office
Admiralty Way
Taunton
Somerset
TA1 2DN
Tel: 01823 337900
www.hydro.gov.uk

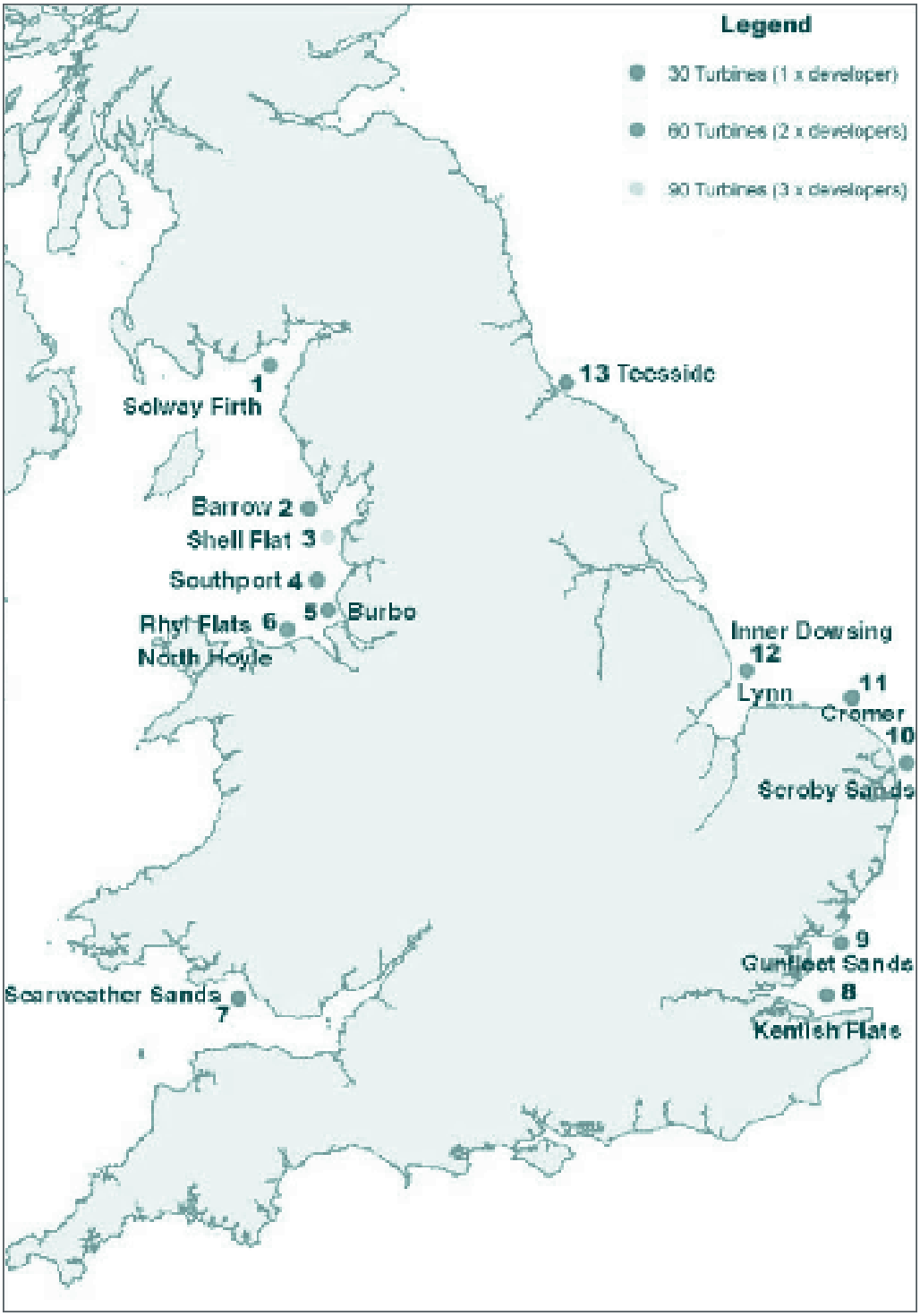
Wales Wildlife & Countryside Link
27 Pier Street
Aberystwyth
SY23 2LN
Tel: 01970 611621
Contact
marc.welsh@waleslink.demon.co.uk

Whale and Dolphin Conservation Society (WDCS)
Alexander House
James Street West
Bath
BA1 2BS
Tel: 01225 334511
www.wdcs.org

The Wildlife Trusts
The Kiln
Waterside
Mather Road
Newark
NG24 1WT
Tel 01636 677711
www.wildlifetrusts.org

WWF
Panda House
Weyside Park
Godalming
Surrey
GU7 1XR
Tel: 01483 426444
www.wwf.org

Appendix B: **Locations of the potential sites release for offshore wind energy development**



Appendix C:
Further Reading

Planning and development process

- **DTI Guidance Notes – Offshore Windfarm Consents Process:** DTI Offshore Renwables Consents Unit, 1 Victoria Street, London, SW1H OET. 020 7215 6122
- **Crown Estate procedures and leases.** www.crownestate.co.uk/estates/marine/windfarms.shtml
- **Code of Practice for Seabed Developers.** Joint Nautical Archaeology Policy Committee. National Monuments Record, Kemball Drive, Swindon SN2 2GZ

Community consultation and participation

- **Community Planning Handbook:** Nick Wates, Earth Scan 2000
- **Citizen Involvement:** P. Beresford and S. Croft, Macmillan, London, 1993
- **Collaborative Planning:** Prof. Patsy Healey, Macmillan, Basingstoke, 1997
- **Community Involvement in Planning and Development:** BDOR Ltd., Department of the Environment, Her Majesty's Stationery Office, 1994
- **Making Better Decisions – Citizen's Juries:** Clare Delap, IPPR
- **Participation Works! 21 Techniques of community participation:** New Economics Foundation (020 7089 2800)
- **Planning for Real:** Neighbourhood Initiatives Foundation – pack, video 01952 590777
- **Consensus Building Handbook:** L Susskind (ed.) Sage 1999
- **Creating Involvement:** L. Hart, Local Government Management Board, London, 1994
- **Future Search:** M. Weisbord and S. Janoff, Berrett-Koehler, San Francisco, 1995 (or via the New Economics Foundation, London 020 7089 2800)
- **Planning Under Pressure:** J. Friend and A. Hickling, Heinemann, 1997
- **Scroby Sands Stakeholder Dialogue:** Powergen Renewables

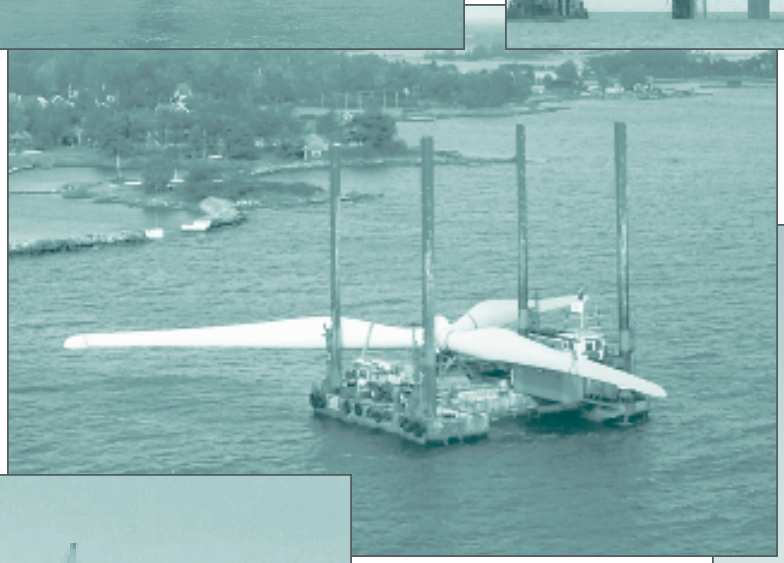
Further information and publications:

- **Best Practice Guidelines for Wind Energy Development:** British Wind Energy Association, 1994 (currently being revised). www.bwea.com
- **Wind Farm Development and Nature Conservation:** English Nature, RSPB, WWF, UK, BWEA, 2001. www.bwea.com
- **Guidelines for Health & Safety in the Wind Energy Industry:** BWEA, 2002. www.bwea.com
- **Guide to the Preparation of Shoreline Management Plans:** DEFRA (MAFF 1995) Shoreline Management Plans: A guide for Coastal Defence Authorities
- **Guide to Best Practice in Seascape Assessment:** Countryside Council for Wales, 2001. ISBN 1393 9025
- **Interim Landscape Assessment Guidance:** Scottish Natural Heritage and The Countryside Agency. Due for revised publication Spring 2002
- **Planning for Renewables:** Friends of the Earth Scotland, July 1997.

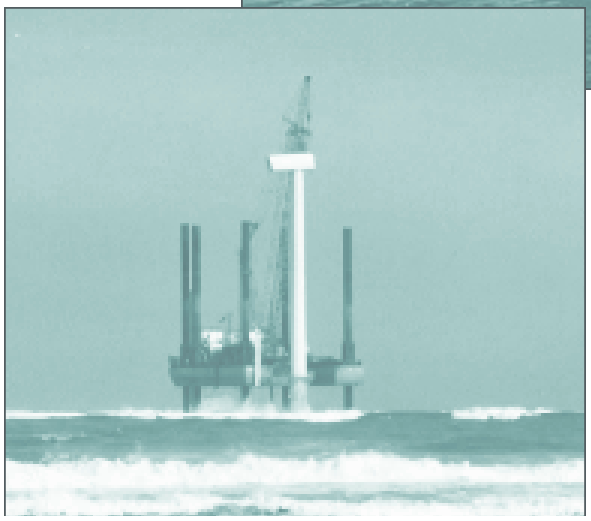
Cover Shots: Building an Offshore Wind Farm

© A2SEA

© Vestas Wind Systems A/S



© Hydro Sail Services/Enron Wind



© AMEC Wind

© AMEC Wind

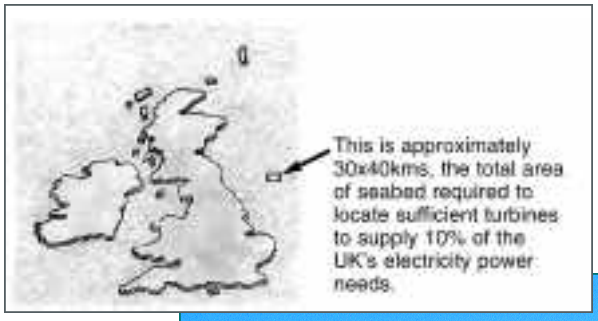
BWEA Company Directory as at April 2002

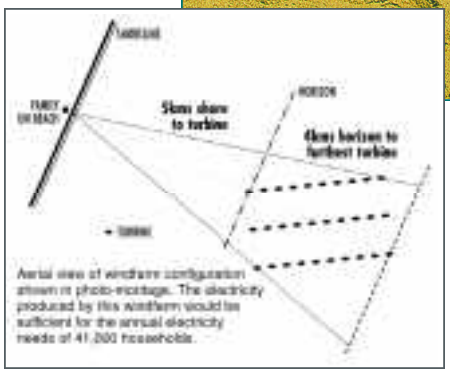
Amec Wind, Bonus Energy A/S, Enron Wind, National Wind Power Ltd, Powergen Renewables Ltd, Renewable Energy Systems Ltd, ScottishPower, Shell International Renewables Ltd, TXU Europe, ABB Zantingh Ltd, AEA Technology Environment, Aegis Rubber Engineering, B9 Energy (O&M) Ltd, Babtie Group Limited, Bond Pearce Solicitors, British Energy plc, Brodies W.S., Solicitors, Clarke Energy Ltd, Conoco Global Power U.K. Ltd, Corus, CTC Marine Projects, D.N.V.Consulting, Dowding & Mills Engineering Services, Dresdner Kleinwort Wasserstein, Econnect Ltd, Edison Mission Energy Limited, Edmund Nuttall Limited, ELSAM A/S, Energiekontor (AG), ENERTRAG UK Ltd, Entergy Wholesale Operations, Ernst & Young, Force 9 energy Ltd, Fugro Limited, Garrad Hassan & Partners Ltd, GREP A/S, Halliburton KBR, Hyder Consulting Limited, Hydro Soil Services, Ingenco Ltd, John Brown Hydrocarbons Ltd, John Mowlem & Company plc, Keliston Engineering Ltd, Kier Construction Limited, London Power Company, M & N Wind Power Ltd, Masons, Mayflower Corporation plc, Met Office, Miller Insurance Group, Morgan Cole, Nabarro Nathanson, Natural Power Consultants Ltd, NEG Micon UK Ltd, Nordex UK Ltd, Northern Electric Generation Ltd, Norton Rose, Nsure Renewables, Offshore Energy Resources Limited, Pirelli Cables Ltd, QinetiQ Ltd, R.D.C. Ltd, Renewable Solutions Ltd, Repower Systems AG, RJ McLeod (Contractors) Ltd, Royal & SunAlliance, Schneider Electric, Scottish & Southern Energy plc, Seacore Ltd, SLP Energy Ltd, SP Dataserve Ltd, Tomen Power Corporation UK Ltd, Triodos Bank, United Utilities Green Energy, Vestas - Danish Wind Technology A/S, Warwick Energy Limited, Wind Prospect Ltd, Windelectric Ltd, Windforce Energy Development Ltd, Windjen Power Limited, Wragge & Co, Yorkshire Windpower Ltd, Your Energy Ltd, A2Sea A/S, ABP mer, AEI Cables Ltd, Agrilek Limited, Airtricity Development Ltd, Allen & Overy, Ambient Energy Ltd, Andaray Engineering Ltd, Anglesey Wind & Energy Ltd, Baywind Energy Co-operative Ltd, Bendalls Engineering, Bomel Limited, Bosch Rexroth Ltd, Brooks Ltd, Compact Orbital Gears, Brown McFarlane Ltd, Cable Installation Management Ltd, Casella Stanger Ltd , Cambrian Engineering (Cymru) Ltd, Charles W. Taylor & Sons Ltd, Chris Blandford Associates, Collett Transport Ltd, Cornwall Light and Power Co Ltd, Coupe Foundry Ltd, Cumbria Windfarms Ltd, Cwmni Gwynt Teg Cyf, Dansteel Ltd, DM Energy, DP Energy Ltd, DSB Offshore Limited, Dulas Ltd, E4environment Limited, Eclipse Energy, EcoGen Ltd, eeegr, East of England Energy Group, EMU Ltd, Energy for Sustainable Development, Enviros Aspinwall, ESB Power Generation, Renewables, Fairfield Mabey Ltd, Farm Energy Ltd, Global Marine Systems Ltd - Energy Services, GPA Partnership, GreenPower, Halcrow Group Ltd, Hammond Suddards Edge, Heath Lambert Group, Hedley Purvis, HR Wallingford, Impax Capital Corporation, Inframan Ltd, IT Power Ltd, Landscape Design Associates, Marlec Engineering Co Ltd, Martineau Johnson, Mersey Docks & Harbour Company, Metoc plc, Nicholas Grimshaw & Partners, North Energy Associates Ltd, Oceans Engineering Ltd, Oceantecs Limited, ODE, Offshore Design Engineering Ltd, Orga Suisse S.a.r.l, Osborne Clarke, PMSS Ltd, Posford Haskoning Ltd, Proven Engineering Products Ltd, Renew North, RenGen Ltd, ReSoft Ltd, RMB Engineering Services, RSK Environment Limited, Ruston Wheb, Seabed Scour Control Systems Ltd, Stephenson Halliday, Strategic Alliance Services, Thales Geosolutions, The Stewart Group Limited, Theodore Goddard, Titan Environmental Surveys Ltd, Titan Maritime (UK) Ltd, TLT Solicitors, TMEnvironmental Power, Toby Manning Limited, unit[e], Vector Instruments, Wavegen, West Coast Energy Ltd, Western Windpower, Wichita Co. Ltd, WindGeneration Ltd, WKN Offshore Tech. GmbH, Wrigleys Solicitors, Centre for Economic Renewable Power Delivery, Centre for Sustainable Energy, CLRC, Rutherford Appleton Laboratory, CREST, Heriot-Watt University, National Energy Foundation, Open University, UMIST, University of Durham, University of the West of England.

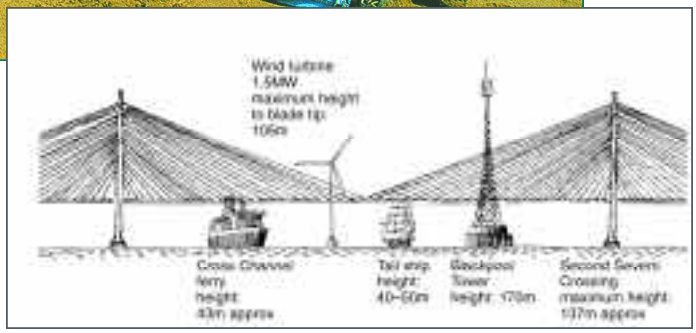
E&OE

Appendix D:
Industry approved photomontage of an offshore wind farm

These computer-generated graphics, produced using highly accurate specialist software, show a 30 turbine wind farm, consisting of three rows of 10 1.5MW machines. The nearest turbine is 5km from the family on the beach, and the furthest turbine in the configuration is 9km away.







British Wind Energy Association
Renewable Energy House
1 Aztec Row
Berners Road
London N1 0PW

info@bwea.com
www.bwea.com
www.offshorewindfarms.co.uk

ISBN 1 870064 31 3